

PLANNING COMMISSION REGULAR MEETING MINUTES

Community Center
1808 Main Street, Lake Stevens
Wednesday, August 20, 2014

CALL TO ORDER: 7:02 pm by Chair Petershagen.

MEMBERS PRESENT: Chair Gary Petershagen, Vice Chair Janice Huxford, Linda Hoult, Pamela Barnett, Tom Matlack and new member, Mirza Avdic
Ms. Ableman introduced Mr. Avdic, explaining he was a three-year resident of Lake Stevens with previous experience in other communities, such as the KCLS Library Board and Kirkland Planning Commission alternate. He will be completing Commissioner Thurber's term.

MEMBERS ABSENT: Jennifer Davis

STAFF PRESENT: Planning and Community Development Director Rebecca Ableman, Senior Planner Russ Wright, and Senior Planner Sally Payne

OTHERS PRESENT: None

Excused absence: Commissioner Hoult moved and Commissioner Barnett seconded the motion to excuse Commissioner Davis. Vote: 6-0-0-1

Staff Update: Director Ableman explained that Planning/Public Works Coordinator Georgine Rosson had recently accepted a new position with the PUD and was no longer with the city. She noted that Council recently approved splitting that position into a full time Permit Specialist who will attend Planning Commission meetings, and an Administrative Assistant who will support Public Works. The positions are posted. Ms. Ableman introduced Senior Planner Sally Payne, recently from Colorado, who has joined the staff as long range planner.

Guest business: None.

Action Items:

Approve June 04, 2014 Meeting Minutes. Commissioner Hoult noted that under Future Agenda Items "Chair Hoult" should be corrected to "Commissioner Hoult." Commissioner Hoult moved and Commissioner Huxford seconded the motion to approve the minutes of the June 4 meeting as corrected. Vote: 6-0-0-1.

Discussion Items:

1. *2014 Comprehensive Plan Docket – Senior Planners Wright and Payne*
Senior Planner Wright explained the introduction of citizen-initiated amendments. The first is located near SR204 and 10th street SE and is referred to as the Huber Comp Plan Amendment and Rezone. It would change the land use designation on two parcels totaling approximately 3.7 acres from Medium Density Residential to Local Commercial. A SEPA determination has been issued and a Traffic Impact Study from the applicant

has been received. The Traffic Impact Study showed there would not be an appreciable change in the level of service at build-out, and it would meet our concurrency standards. The second application is located at Soper Hill and SR-9, and is approximately 9 acres with 7 parcels on one side and 2 additional acres on the south side. They are seeking a change to two different zoning and comp plan designations, going from residential types and mixed use to Commercial designation (the city's most intensive commercial designation), and local business on the southern piece. The Planning Commission had previously expressed some concerns about traffic impacts, so he presented information regarding traffic management during construction and afterwards, which involved adding several roundabouts. He reported there were no critical area wetland impacts directly on the property.

Commissioner Barnett asked the size of the traffic circles/roundabouts. Planner Wright explained they were roundabouts, not traffic circles, and the sizes would be based on accommodating any new development on the adjacent property. He explained that traffic circles were meant to slow down traffic in neighborhoods while roundabouts were intended to keep traffic moving, although some of these would be mini-roundabouts.

Chair Petershagen asked the cost of traffic circles and Director Ableman said possibly as much as \$1 million, but a private developer could do it for much less than a city.

Commissioner Hoult asked about the size of the property and what parcels were included. Planner Wright explained they have ownership of the property directly to the west. He explained the traffic flow at Soper Hill and nearby properties, including the school property (with wetlands) and the Jenkins Trust properties.

Planner Wright explained concurrency was necessary before development would be allowed, and the traffic circles offered concurrency the developer could consider even though these are outside the city's street network, as it is today. The other option would be to bring Soper Hill up to city standards, which would require acquiring significant rights of way.

Director Ableman said once the Comp Plan amendment was approved with the corresponding minor zoning map amendment, if there was a different future owner of the same property, they would be subject to creating a safe environment and good traffic flow. Because of the type of development (commercial), significant traffic flow improvements could occur; if it remained residential, road/traffic improvements would not be as significant.

Commissioner Huxford asked staff to describe 'Personal Services', and the difference between 'Small Recreation' and 'Recreation', and Transit Oriented Development under Commercial District. Planner Wright explained Personal Services includes businesses like hair salons, nail salons. Transit Oriented Development includes businesses established on a transportation line such as an arterial and is less auto-focused. Small Recreation vs. Recreation just indicates the size of the recreational business, and would limit the capacity, such as a small theater

Commissioner Hoult asked about development of SR-9. Director Ableman explained there were Park properties that were adjacent to SR-9 and across Lundeen there is not really an opportunity for development. Planner Wright said they would be subject to the Sub-Area Guidelines, and Design Guidelines. Director Ableman said staff would confirm

the Bulk Regulations at the upcoming Public Hearing.

Senior Planner Payne presented two substantive text amendments and two other minor administrative amendments to the Comprehensive Plan. The first text amendment being proposed is for Chapter 5 – Parks, Recreation and Open Space Element which would add and describe the City Boat Launch as a project on the Capital Project List of the Parks Element.

The second text amendment being proposed is to Chapter 8 – the Capital Facilities Element adding the City Boat Launch Improvement as a capital project and adding a pedestrian safety improvement project on 91st St. SE to Capital Project List.

The minor administrative amendments include incorporating SEPA documents as a new appendix and updating the dates in the document.

Director Ableman added information about the grants applied for in support of the boat launch project and the 91st St. SE pedestrian improvements.

2. 2015 Comprehensive Plan Survey Results – Senior Planner Wright

Staff prepared a survey to solicit public input on the 2015 Comprehensive Plan. The survey contained questions related to demographics, housing, employment, transportation among other topics. To date, the City had received 243 completed surveys. Selected results were presented by staff which included the preferred employment sectors being high-tech and professional offices concentrated in the 20th St. SE Corridor and the Lake Stevens Center and Hartford Industrial Area; traffic was identified as the greatest challenge facing the city; about one third of the participants identified neighborhoods as being the City greatest strength; and almost 50 percent indicated parks and open spaces are the most important public facilities.

The Commission questioned whether information had been sought on seeking desirable new businesses. Director Ableman noted the challenges with the Hartford area and some of the city's involvement in economic development organizations.

3. Frontage Improvement Code Amendment – Senior Planner Payne

Senior Planner Payne introduced code amendments being proposed to the frontage improvement requirements. City Council directed staff to prepare proposed amendments to the current code giving more discretion to the Public Works Director to allow for variations in the requirements when certain conditions exist. Council believed there are situations, such as when there is no sidewalk in close proximity to a new single family development, where the installation of sidewalks with single family development didn't seem to be necessary. Staff prepared a complete code re-write including the conditions that would trigger a waiver to the requirements and language related to the sun setting of no-protect agreements to Local Improvement Districts (LID) in ten years as required by state statute. The proposed revised code was presented to Council in July which resulted in some minor revisions to the code as presented. Questions were asked regarding whether the city should be lessening the requirements when pedestrian improvements are a priority docket item and if fees in lieu of constructing frontage improvements were allowed. Planner Payne replied that fees in lieu are an option in the proposed code revision. The fees are collected for use city-wide in places where there might be a more critical need for sidewalks.

Commissioner Reports.

Commissioner Matlack reported on a Sewer District meeting. He mentioned improvements to SR-204 and SR-9 and sewer mitigation fees. He reported they are looking for a new general manager. Several Commissioners commented on how successful Aquafest was this year and how smoothly the event went. Linda Hoult reported that Lake Stevens now has two papers, the Lake Stevens Journal and the Lake Stevens Ledger.

Planning Director's Report.

Planning Director Ableman reported the Downtown Framework Plan is in the works and that sewer upgrades to serve the Lake View project as well as other new downtown development is being looked at. She also reported on recent events in the City such as Run and Dye and the upcoming Ironman Triathlon as well as an upcoming public meeting concerning the new Cavelero Park in September.

Adjourn. Commissioner Matlack moved to adjourn at 7:30 p.m., seconded by Commissioner Hoult; motion carried unanimously (6-0-0-1).

Gary Petershagen, Chair